

**GEORGIA STATE BOARD OF VETERINARY MEDICINE**  
**February 2, 2005 Board Meeting**

A meeting of the Georgia State Board of Veterinary Medicine was held on Wednesday, February 2, 2005, at the Professional Licensing Boards Office in Macon, Georgia.

**The following Board members were present:**

Hugh Hill, DVM, President  
Needham Bateman, DVM  
Jan Hines, DVM  
Charles Lance

**Others Present:**

Anita O. Martin, Executive Director  
Susan Hewett, Board Secretary  
Tricia Downing, Assistant District Attorney/Board Attorney  
Laura Adam, GVTAA  
Anna Scarberry, GVTAA  
Lynn Reece, GVTAA  
Kathy Zaske, GVTAA  
Beverly A. Hickman, DVM, Banfield

President Hill established that a quorum was present, and the **Public Hearing** scheduled to begin at 9:30 a.m. was **called to order** at 9:38 a.m.

**Rule 700-7-.03 Continuing Veterinary Education – Consider Rule for adoption:**

Written comments were received from Dr. Lee Myers, State Veterinarian in support of adoption of the rule.

The hearing was adjourned at 9:43 a.m., and the **meeting** that was scheduled to begin at 9:40 a.m. was **called to order** at 9:43 a.m.

**Rule 700-7-.03 Continuing Veterinary Education:** Dr. Bateman made a motion, Dr. Hines seconded and the Board voted to **adopt** the rule.

**700-7-.03 Continuing Veterinary Education. Amended.**

The Georgia State Board of Veterinary Medicine in accordance with the provisions of State Law and for the purpose of establishing certain minimum standards for continuing education in the best interest of and for the protection of the public health, safety and welfare hereby adopts the following rule:

(a) General Requirements:

1. Each veterinarian licensed to practice in the State of Georgia must obtain thirty (30) hours of Board approved continuing education per biennium for license renewal.
2. At the time of license renewal, each veterinarian shall certify to the Georgia State Board of Veterinary Medicine that he/she has completed the continuing education required for license renewal.
3. A veterinarian licensed during the first year of a biennium must obtain fifteen (15) hours of continuing education. A veterinarian licensed during the second year of a biennium is exempt from obtaining continuing education for that renewal period. After this time period, the entire thirty (30) hours is required for each renewal.
4. In the event that a veterinarian fails to verify or submit documentation of continuing education credits at the same time of renewal of his/her license, the Board will not process his/her renewal until continuing education requirements have been met and proof of such has been received and approved by the Board.

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5. A veterinarian may not carry over continuing education credits from one biennium license renewal period to the next.

6. Each veterinarian must maintain a record of credit hours earned and proof of attendance of such hours for a period of three years from the date of the preceding renewal period and must provide the Board with said documentation upon request.

7. Veterinarians who attend programs where more than one course is taught must maintain proof of the courses attended and the number of hours awarded for each course.

(b) Approved Continuing Education Programs and Hours:

1. Blanket approval is awarded to any National, State and International veterinary association meetings, United States Department of Agriculture and Georgia Department of Agriculture sponsored meeting, Board Certified Specialties programs recognized by the American Veterinary Medical Association, all Veterinary School sponsored classes and programs, all AAVSB RACE approved programs, any GVMA constituent organization programs, AAHA programs, programs sponsored by the United States or Southern Animal Health Association and any course approved by another state board.

2. Upon specific request, continuing education courses may be approved by the Board whenever the sponsor provides information with respect to the practice of veterinary medicine. Such requests shall include the following:

(i) a detailed course outline or syllabus;

(ii) a current curriculum must be provided for each speaker or lecturer;

(iii) the procedure to be used for recording attendance;

(iv) the number of continuing education hours for which the course sponsor requests approval.

3. Prior approval must be granted for any courses not offered by a blanket approved organization.

4. Credit hours may be earned as follows:

(i) One (1) hour may be given for each 50 minutes of contact time. Seminars are composed of lectures or labs; welcoming remarks, business sessions, unstructured demonstrations or degree programs are not considered seminars.

(ii) Not more than three (3) hours can be for veterinary audio review. Three (3) hours can be for journal studies where follow-up testing is required. Fifteen (15) hours of interactive computer generated courses will be allowed. Follow-up testing is required.

(iii) Not more than five (5) hours for hospital management.

(iv) A maximum of twenty (20) hours will be allowed for any one meeting.

(c) Continuing Education Audit:

1. During the renewal period, the Board staff will randomly select up to 25% of its licensees to audit for continuing education compliance. If selected for continuing education audit, each licensee must submit continuing education records to meet the renewal requirements for that license renewal period.

(d) Provider and Sponsor Criteria: All providers and sponsors must provide the following information to the Board if they have not been awarded blanket approval:

1. Each sponsor or provider shall have an administrator whose responsibility is to maintain the criteria for quality in programming.

2. Providers shall use qualified personnel to develop and present the programs, which shall utilize appropriate instructional materials and resources.

3. Providers shall provide to the Board adequate advanced promotional information, material about target audiences, program content, faculty credentials and fees.

4. Providers shall provide a means of registration of the participants at each program and maintain a record of attendance for a period of three years from the date of the program.

5. Providers shall develop policies and procedures for the management of grievances.

6. Providers shall provide each participant with adequate documentation of his/her successful completion of the program. The documentation shall include:

(i) Name and license number of participant;

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- (ii) Name of provider;
- (iii) Name and title of program;
- (iv) Hours/CEU's completed;
- (v) Date of completion; and
- (vi) Authorizing signature.

7. All continuing education providers seeking approval of the continuing education program by the Georgia State Board of Veterinary shall submit a Program Approval Form for each program presented. These forms should be submitted 60 days in advance.

Authority O.C.G.A. §§ 43-1-19, 43-1-24, 43-50-2, 43-50-21, and 43-50-40.

The Board voted that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as provided by the Attorney General's office.

The board also voted that it is not legal or feasible to meet the objectives of the applicable laws to adopt or implement differing actions for businesses as listed in O.C.G.A. §50-13-4(3)(A)(B)(C)(D). The formulation and adoption of these rules will impact every licensee in the same manner and each licensee is independently licensed, owned and operated in the field of Veterinary Medicine.

**Minutes from the December 1, 2004 meeting:** Dr. Hines made a motion, Mr. Lance seconded and the Board voted to **approve** the minutes as amended.

**Correspondence from Jane Young regarding veterinary technician licensure:** The Board requested that the Executive Director conduct a query with the program director at Ogeechee Tech concerning the accreditation status of her program, course content, etc., and send a response to Ms. Young that an inquiry is being conducted and she will be contacted when the Board makes a decision.

**Correspondence from McDuffy Martin regarding Dr. Sidney Tison:** Viewed as **informational**

**Ratify list of newly issued licenses:** Dr. Hines made a motion, Mr. Lance seconded and the Board voted to **ratify** the following list of newly issued licenses.

License Number	Name	License Type
VETF000443	Bergh, Mary Sarah	Veterinary Faculty
VETF000444	Walker, Tracy Renee	Veterinary Faculty
VETT000567	Sloss, Melissa J	Veterinary Technician
VETT000568	Mays, Julie Lynn	Veterinary Technician
VET007214	Barnhardt, Robin Dale	Veterinarian
VET007215	Medley, Derrick Keith	Veterinarian
VET007216	Prather, Deva Rose	Veterinarian
VET007217	Trejo, Che	Veterinarian
VET007218	Pruett, Jill SuZann	Veterinarian

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VET007219	Ali, Chivonne Natalie	Veterinarian
VET007220	Young, Suzanne Dee	Veterinarian
VET007221	Boyd, Walter Eugene	Veterinarian
VET007222	Austin, Richard Duff	Veterinarian
VET007223	Sanfilippo, Robert David	Veterinarian
	<b>Reinstatements</b>	
VET001293	Gibson, George E.	Veterinarian
VET006525	McLendon, Jason	Veterinarian

**Correspondence from Lindsay Ehrmann regarding qualifications for licensure as a Vet Tech:** The Board requested that a response be sent to Ms. Ehrmann that the Board does not issue legal advice or opinions, or offer legal interpretations of the Georgia Laws and Rules, and refer to the rules and law on our website regarding requirements for Vet Tech registration.

Dr. Hines made a motion, Dr. Bateman seconded and the Board voted to enter into **Executive Session** in accordance with O.C.G.A §43-1-19(h)(2) and §43-1-2(k) to deliberate on applications and enforcement matters and to receive information on applications, investigative reports, and the Assistant Attorney General's report. Voting in favor of the motion were those present who included Dr. Hill and Mr. Lance. The Board concluded **Executive Session** in order to vote on these matters and to continue with the public session.

Dr. Bateman made a motion, Dr. Hines seconded and the Board voted to **approve** the following recommendations regarding applications and licensure.

- **D.I.K. – License renewal application:** Recommendation to **approve renewal**
- **C.J.B. – License renewal application:** Recommendation to **renew** license by mimicking a consent order from Virginia without a fine. Expressed permission was given by President Hill for the order to be accepted upon receipt by the Executive Director
- **W.A.C. – License renewal application:** Recommendation to **renew** license by mimicking a consent order from North Carolina without a fine. Expressed permission was given by President Hill for the order to be accepted upon receipt by the Executive Director
- **V.S.L. – License renewal application:** Recommendation to **approve renewal**
- **D.R.B. – Vet Tech application:** Recommendation to **approve**
- **D.S.B. – Vet Tech application:** Recommendation to **approve**
- **D.E.S. – Request for approval of continuing education for license renewal:** Recommendation to **approve**
- **L.K.K. – Request for termination of probation:** Recommendation to **approve**
- **J.E. – License Renewal:** Recommendation to **approve**
- **H.P.E. – Request to renew without late renewal fee:** Recommendation to **approve**
- **M.S.D. – License Renewal:** Recommendation to **hold** until court documents are received from Florida
- **M.C. – Request for refund of late renewal fee for license renewal:** Recommendation to **approve refund**
- **S.T.W. – Request for refund of late renewal fee for license renewal:** Recommendation to **approve refund**
- **S.C.M. – Request to renew without late renewal fee:** Recommendation to **approve**

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- **G.J.M. – License Renewal:** Recommendation to **request clarification** to question #1 on renewal application. If question is answered yes, request documents and a legible explanation.
- **M.H. – Request for refund of late renewal fee for license renewal:** Recommendation to **approve** refund
- **B.A.B. – Request for review and consideration of proposal regarding requirements to meet terms of consent order:** Recommendation to **approve** Pharmacy continuing education, and **deny** request to lift suspension.
- **H.L.B. – Request to allow renewal of license with 20 hours of the required 30 hours of continuing education:** Recommendation to **deny**
- **J.H.B. – Request for refund of late renewal fee for license renewal:** Recommendation to **approve** refund
- **P.E.J. – Request for refund of late renewal fee for license renewal:** Recommendation to **approve** refund
- **K.L.H. – Vet Tech Applicant:** Recommendation to **approve** waiver to reinstate license
- **M.W.M. – Veterinary License Renewal:** Recommendation to **deny** approval of continuing education submitted for renewal

**G.E.G., DVM – Appointment with Board:** Appointment required to meet condition of consent order 2004-1271. **No additional action taken.**

**Reports:**

**Jim Brett, Cognizant Report:** Dr. Bateman made a motion, Dr. Hines seconded and the Board voted to **approve** the following recommendations regarding cases reported on by the Executive Director on behalf of the Cognizant member. Dr. Hill **recused** from vote on case #VET050036.

<b><u>CASE NUMBER</u></b>	<b><u>RECOMMENDATION</u></b>
<b>VET040072</b>	<b>Table</b>
<b>VET050030</b>	<b>Close with Public Consent Order</b>
<b>VET050036</b>	<b>Close with Public Consent Order</b>
<b>VET050024</b>	<b>Table</b>
<b>VET050041</b>	<b>Table until enforcement report received</b>
<b>VET050043</b>	
<b>VET040043</b>	

**Kathy Harvey, Enforcement Report:** Dr. Bateman made a motion, Dr. Hines seconded and the Board voted to **approve** the following recommendation regarding cases reported on from the Enforcement section.

<b><u>CASE NUMBER</u></b>	<b><u>RECOMMENDATION</u></b>
<b>VET040035</b>	<b>Require corrective measures within 90 days</b>
<b>VET040058</b>	<b>Close</b>
<b>VET050003</b>	<b>Close</b>
<b>Susanna Roberts</b>	<b>Accept Cease &amp; Desist Order</b>

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**Hugh Hill, Cognizant Report:** Dr. Bateman made a motion, Dr. Hines seconded and the Board voted to **approve** the following recommendations regarding cases reported on by the Cognizant member.

<b><u>CASE NUMBER</u></b>	<b><u>RECOMMENDATION</u></b>
<b>VET050044</b>	<b>Close with Letter of Concern</b>
<b>VET050045</b>	<b>Close with Letter of Concern</b>
<b>VET050046</b>	<b>Close</b>
<b>VET050047</b>	<b>Close with Letter of Concern</b>
<b>VET050048</b>	<b>Close</b>

**Anita O. Martin, Executive Director:**

- Letter has been mailed to all non-renewed veterinarians
- 101 candidates took the November-December NAVLE – 21 failed
- Financial Disclosure statements provided

The next Board meeting is scheduled for April 6, 2005 at 9:30 A.M.

There being no further business to come before the Board, the meeting was adjourned at 3:26 P.M.

**Minutes recorded by:** Susan S. Hewett, Board Secretary

**Minutes edited by:** Anita O. Martin, Executive Director